

TO: KAREN CONARD, CITY MANAGER
FROM: KELLI L. BARNABY, CITY CLERK
RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, APRIL 1, 2024
PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, COOK, DENTON, BLALOCK, BAGLEY, MOREAU AND LOMBARDI

1. Mayor McEachern recognized the students that will be participating in Student Government Day on April 12, 2024.
2. Proclamation – Sexual Assault Awareness – Assistant Mayor Kelley read the Proclamation declaring April as Sexual Assault Awareness Month and called on our citizens to come together to reaffirm our commitment to ending sexual assault and supporting survivors.

The Prosecutor’s office accepted the Proclamation from Assistant Mayor Kelley and Mayor McEachern with thanks and appreciation.

3. National Library Week – Councilor Cook read the Proclamation declaring April 7th through April 13th as National Library Week and called upon the residents of Portsmouth to get to know our library even better than they may already and to recognize our library professionals as being dedicated to elevating our minds and lives – because they know there’s always “more to the story.”

Library Director Christine Friese accepted the Proclamation from Councilor Cook and Mayor McEachern with thanks and appreciation.

4. National Community Development Month – Mayor McEachern read the Proclamation declaring April as National Community Development Month and commended the good work championed by all who serve the interests of our citizens through fair and effective community development.

Community Development Director Elise Annunziata accepted the Proclamation from Mayor McEachern with thanks and appreciation.

5. **Voted** to close the Non-Public Session and seal the minutes of the meeting.
6. Mayor’s Award – Carl Diemer – Mayor McEachern presented a Mayor’s Award celebrating Carl’s 35 Years of Service to the Recreation Board. Carl accepted the award with thanks and appreciation.
7. Public Comment Session – There were five speakers: Nancy Novelline Clayburgh, Robert Bogardus, Jacqueline Cali-Pitts, Todd Henley (Recognition of Carl Diemer); and David Allen (Rail Trail).
8. Request for First Reading Regarding Electric Vehicle Charging Station Ordinance Amendments – **Voted** to hold first reading of the proposed Zoning Ordinance amendments related to electric vehicle charging stations at the April 15, 2024 City Council meeting.

9. FY24 Bond Rescinding Resolution – **Voted** to approve rescinding the remaining borrowing authority with regards to the following Resolution #5-2020 for \$1,400,000.00 – Rescind amount \$58,635.00.
10. Disposition of Real Estate: Tax Deeded Properties – **Voted** to refer the matter of appropriate disposal options for 508 Richards Avenue, 150 Bartlett Street and 323 Islington Street to the Planning Board for a recommendation at its April 18, 2024 regular meeting.
11. Consent Agenda – **Voted** to adopt the Consent Agenda.
- A. Letter from JerriAnne Boggis, Black Heritage Trail, requesting permission to use the African Burying Ground Memorial for the Juneteenth celebration on Wednesday, June 19, 2024 from 10:30 a.m. – 1:00 p.m. (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- B. Letter from Latrice Smith, National Multiple Sclerosis Society, requesting permission to hold the 2024 MS Walk on Saturday, June 1, 2024 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- C. Letter from Ken La Valley, Out of the Darkness Portsmouth Chapter, requesting permission to hold Out of the Darkness Walk on Saturday, September 28, 2024 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- D. Letter from Crystal Cronin, Portsmouth Babe Ruth, requesting approval for temporary signage at Leary Field for the 2024 baseball season May 1st through the end of October (**Anticipated action – move to refer to the City Manager with Authority to Act**)
12. Email Correspondence – **Voted** to accept and place on file.
13. Acceptance of Resignations – **Voted** to accept with regret the resignations of Jayne Begala, Herb Lloyd and Steve DeTrolio with a letter of thanks to be sent for their service to the City of Portsmouth.
- Jayne Begala from the Planning Board
 - Herb Lloyd from the Sustainability Committee
 - Steve DeTrolio from the Sustainability Committee
14. Appointments to be Voted – **Voted** to reappoint Samantha Collins to the Conservation Commission until April 1, 2027; reappoint Kathleen Bergeron to the Portsmouth Housing Authority until April 1, 2029; and reappoint Kathryn Lynch to the Recreation Board until April 1, 2027.
- Reappointment of Samantha Collins to the Conservation Commission
 - Reappointment of Kathleen Bergeron to the Portsmouth Housing Authority
 - Reappointment of Kathryn Lynch to the Recreation Board
15. Single-Use Service-ware Policy – **Voted** to send the draft Single-Use Food Service-ware or “Skip the Stuff” Policy to the Sustainability Committee for report back to the City Council in May 2024, and to the student participants at Student Government Day for their consideration on April 12, 2024.

16. Establish a Renters' Resource Page on the City Website – **Voted** to create a dedicated webpage on the Portsmouth City website, designed specifically for renters. This page will feature a comprehensive collection of helpful links and resources, including but not limited to state and city housing ordinances, guidelines, and regulations. Additionally, the page will offer valuable information for first-time homebuyers and other relevant topics deemed beneficial by the city, catering to the needs and interests of our renting community. City Manager Conard will provide an informative report back regarding this request on setting up a Renters' Resource Page.
17. Approval of Wellness Reward for Wellness Coordinators Initiatives - \$2,000.00 – **Voted** to approve and accept the Wellness Award in the amount of \$2,000.00 as presented.
18. Acceptance of Donation to the Fire Department for EMS Improvements in Memory of Edward Markiewicz - \$500.00 – **Voted** to approve and accept the donation for the Fire Department as presented.
19. ARPA Funded Grant Amendment No. 1 for Mechanic Street Pump Station Improvements – **Voted** to authorize the City Manager to enter into Amendment No. 1 of the ARPA Grant Agreement with the New Hampshire Department of Environmental Services for modification of the anticipated project substantial completion date to the Mechanic Street Pump Station Improvements Project by six months to a completion date of January 21, 2025.
20. ARPA Funded Grant Amendment No. 1 for Sewer Rehabilitation Project – **Voted** to authorize the City Manager to enter into Amendment No. 1 of the ARPA Grant Agreement with the State of New Hampshire Department of Environmental Services for modification of the anticipated project substantial completion date to the Sewer Rehabilitation Project by six months, to a completion date of March 31, 2025.
21. Update on Community Policing Facility – Public Works Director Rice reported that they are working on modifications needed to driveways and making progress along with consultants and the Police Department with right sizing. He stated that they should have a presentation for the City Council sometime in May.
22. Report of Donations – City Manager Conard reported we received four donations for the maintenance of the City's historic cemeteries in the amount of \$170.00.
23. Upcoming April Environmental Events – City Manager Conard announced five events taking place in April:
 - Household Hazardous Waste Collection Day – Saturday, April 13th between 8:00 a.m. and 12:00 p.m. at the Department of Public Works.
 - Sustainability Fair – Sunday, April 14th from 12:00 p.m. to 3:00 p.m. at the Portsmouth Public Library.
 - "Water Has a Memory" Exhibit – Late April marks the opening of the enhanced exhibit at Strawberry Banke Museum.
 - Arbor Day – Friday, April 26th at 8:30 a.m. the Department of Public Works Parks and Greenery Division will host its annual celebration of Arbor Day with tree planting and reading of the Mayor's Arbor Day Proclamation.
 - Earth Week – Portsmouth High School Eco-Club will celebrate Earth Week from May 5th to May 11th.

24. Adjournment – At 8:45 p.m., **voted** to adjourn the meeting.

Submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk